

File Number: 230993
(Provided by Clerk of Board of Supervisors)

Gift Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend gift funds.

The following describes the gift referred to in the accompanying resolution:

1. Gift Title: **Bequest from the Estate of Janet D. Kramer**
2. Department: **Department of Public Health
Laguna Honda Hospital**
3. Contact Person: **Lily Conover** Telephone: **415-602-6258**
4. Gift Approval Status (check one):
☒ Approved by funding agency ☐ Not yet approved
5. Amount of Gift Funding Approved or Applied for: **Approximately \$79,231.32 with \$20,874.15, and \$58,357.17 of this amount sent to Laguna Honda Hospital as mandatory distributions on November 30, 2021, and December 1, 2022, respectively. The distributions effectively liquidated the retirement account.**
- 6a. Matching Funds Required: **\$0**
b. Source(s) of matching funds (if applicable):
- 7a. Gift Source Agency: **Estate of Janet D. Kramer**
b. Gift Pass-Through Agency (if applicable): **The Federal Reserve**
8. Proposed Gift Project Summary: **As a donation to the Laguna Honda Gift Fund, this gift will be used to purchase services and amenities in all hospital programs designed to enhance resident well-being and quality of life. The uses of the gift may include but are not limited to expenditures for musical entertainment, cultural celebrations, holiday meals, newspaper subscriptions, and community outings.**
9. Gift Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: **7/1/22** End-Date: **6/30/32**
- 10a. Amount budgeted for contractual services: **N/A**
b. Will contractual services be put out to bid? **N/A**
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **N/A**
d. Is this likely to be a one-time or ongoing request for contracting out? **N/A**
- 11a. Does the budget include indirect costs? ☐ Yes ☒ No
b1. If yes, how much? **N/A**
b2. How was the amount calculated? **N/A**

c1. If no, why are indirect costs not included?

☐ Not allowed by gifting agency

☒ To maximize use of gift funds on direct services

☐ Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? **N.A.**

12. Any other significant gift requirements or comments:

We respectfully request for approval to accept and expend these funds retroactive to July 1, 2022. Laguna Honda Hospital was listed as a beneficiary on the Thrift retirement account belonging to Janet D. Kramer, who passed away on May 30, 2020. The Thrift retirement account consisted of investments and thus the value of the investments in the account fluctuated with time, with a valuation of \$81,065.86 on February 7, 2022. Total gross distributions of \$20,874.15 and \$58,357.17 for a total amount of \$79,231.32 were sent to the Department of Public Health on November 1, 2021, and December 1, 2022, where taxes in the amount of \$6,212.84 and \$17,493.35 respectively were withheld from the distributions for net payment amounts of \$14,661.31 and \$40,863.82 for a total of \$55,525.13. The account was effectively liquidated with the December 1, 2022 distribution, according to the Federal Reserve. The bequest has been presented to the San Francisco Health Commission by resolution No. 22-09 on March 1, 2022.

Fund: **22150**
Department: **207690**
Project Desc: **HL Miscellaneous Gift Fund**
Project Code: **10000321**
Authority: **10001**
Activity: **0001**

****Disability Access Checklist** (Department must forward a copy of all completed Gift Information Forms to the Mayor's Office of Disability)**

13. This Gift is intended for activities at (check all that apply):

☒ Existing Site(s)	☒ Existing Structure(s)	☒ Existing Program(s) or Service(s)
☐ Rehabilitated Site(s)	☐ Rehabilitated Structure(s)	☐ New Program(s) or Service(s)
☐ New Site(s)	☐ New Structure(s)	

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker, PhD

(Name)

DPH ADA Coordinator

(Title)

Date Reviewed: 8/16/2023 | 12:15 PM PDT

DocuSigned by:
Toni Rucker
704292F7331F44D1
(Signature Required)

Department Head or Designee Approval of Gift Information Form:

Dr. Grant Colfax

(Name)

Director of Health

(Title)

Date Reviewed: 8/17/2023 | 4:55 PM PDT

DocuSigned by:
Greg Wagner
70527524F5B859F
(Signature Required)
Greg wagner, COO for